



**NOTICE OF INTENT TO DISCHARGE FOR A
SEWAGE COLLECTION SYSTEM
TYPE 4.01 GENERAL AQUIFER PROTECTION PERMIT**

INSTRUCTIONS

Please fill out and submit this Notice of Intent to Discharge (NOI) to obtain authorization to construct and operate a sewage collection system under a Type 4.01 General Aquifer Protection Permit in accordance with Arizona Administrative Code (A.A.C.) R18-9-E301.

GENERAL APPLICATION PROCESS

1. Submit this NOI and appropriate supplemental information and forms, which are identified in this form. Only one copy of the NOI and associated documents is needed. Please see the document entitled Application Submittal Locations to determine where to submit your application (county, city, regional office).
2. Remit applicable non-refundable general permit fees per A.A.C. R18-14-103, Table 1. Review fees established by delegated counties or cities may differ. ADEQ's review fees are listed below.

Fee Category	Number of Connections	Fee
Gravity Sewer Only with Manholes	50 or Less	\$500
Gravity Sewer Only with Manholes	51 to 300	\$1,000
Gravity Sewer Only with Manholes	More than 300	\$1,500
Force Mains Including Gravity Sewer Components	50 or Less	\$800
Force Mains Including Gravity Sewer Components	51 to 300	\$1,300
Force Mains Including Gravity Sewer Components	More than 300	\$1,800

3. Satisfy any deficiency requests arising from the Department's pre-construction review of the submitted information.
4. Receive a "Construction Authorization" from the Department authorizing construction of the sewage collection system.
5. Construct the sewage collection system within two years from the date of the signed Construction Authorization.
6. Submit the Request for Discharge Authorization and required information to the Department to initiate the post-construction review and inspection. A new NOI and applicable fee shall be required if the project has not been constructed within 2 years.
7. Satisfy any deficiency request arising from the Department's post-construction review of the facility.
8. Receive a "Discharge Authorization" from the Department, which authorizes operation of the sewage collection system in accordance with the terms of the Type 4.01 General Aquifer Protection Permit and applicable requirements of statute and rule.

LICENSING TIME FRAMES

Licensing Time Frames are specified by Arizona Department of Environmental Quality in AAC R18-1-525, which limits the number of business days ADEQ can review your project without a penalty. They are:

License Type	Administrative Completeness Review	Substantive Review	Overall Time Frame
Pre-Construction			
300 Connections or less	21	32	53
More than 300 Services	21	62	83
Post-Construction			
300 Connections or less	21	21	42
More than 300 Services	21	32	53

HOW TO NAME YOUR PROJECT

Name the project according to one of the following guidelines:

1. If a collection system serves a specific subdivision, assign the same name "XXX Subdivision."
2. If a collection system serves a specific facility, assign that name "XXX RV Park" or "...XXX Campground" or "...XXX Shopping Center."
3. If a collection system that does not directly service any residences or other facilities but which will enable facilities and their sewers further upstream to connect to a wastewater system: "XXX Street Sewer Line Extension."



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GENERAL INFORMATION

1 Project Name (see instructions for naming criteria)

Project Name _____

2 Owner/Operator (person responsible for overall compliance)

Name _____ Phone _____
Title _____ Firm Name _____
Mailing Address _____ City _____ State _____ Zip _____

3 Applicant

Name _____ Phone _____
Title _____ Firm Name _____
Mailing Address _____ City _____ State _____ Zip _____

4 Contact Person/Agent (if different from applicant)

Name _____ Phone _____
Title _____ Firm Name _____
Mailing Address _____ City _____ State _____ Zip _____

5 Site Information

County _____ City _____
Location of downstream end of system proposed herein
Township _____ Range _____ Section _____ , _____
Latitude _____ ° _____ ' _____ " N _____ Longitude _____ ° _____ ' _____ " W
Legal description of area served by sewage collection system
Township _____ Range _____ Section _____ , _____

6 Existing Environmental Permits (Check One)

List any other federal or state environmental permits issued for or needed by the facility, including any individual permit, Groundwater Quality Protection Permit, or Notice of Disposal that may have previously authorized the discharge (attach additional pages if necessary)

SUPPLEMENTAL INFORMATION

7 Sewage Treatment Facility Capacity Assurance (Check Box if Complete)

☐ I have attached a completed Sewage Treatment Facility Capacity Assurance form.

8 Capacity Assurance for a Sewage Collection System (Check One)

☐ I have attached a completed Sewage Collection System Capacity Assurance form.
☐ The proposed sewage collection system does not deliver wastewater to a downstream collection system

9 Site Plan and Fee (Check Box if Complete)

☐ I have provided a general site plan showing the boundaries and key aspects of the project.
☐ I have provided the appropriate fee (see instructions)

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10 Construction Quality Drawings (Check Box if Complete)

- The plans and profiles for all sewer lines, manholes, force mains, depressed sewers, and lift stations with sufficient detail to allow Department verification of design and performance characteristics;
- Relevant cross sections showing construction details and elevations of key components of the sewage collection system to allow Department verification of design and performance characteristics, including the slope of each gravity sewer segment stated as a percentage;
- Drainage features and controls, and erosion protection as applicable, for the components of the project; and
- Horizontal and vertical location of utilities within the area affected by the sewer line construction.

☐ I have provided all the information listed in a though d above.

11 Design Summary

Population Served by Proposed System _____

Number of Service Connections _____

Total length of gravity sewer lines _____ Feet

Total length of force mains _____ Feet

Number of manholes _____

Number of lift stations _____

Design flow of system at downstream point _____ Gallons per day

12 Sewage Collection System Design Flows (Check Box if Complete)

☐ I have attached documentation of design flows for significant components of the sewage collection system and the basis for calculating the design flows.

13 Operation and Maintenance Plan (Check One)

- ☐ I have attached an operation and maintenance (O & M) manual. The manual shall contain the 24-hour emergency number of the owner and operator of the sewage collection system.
- ☐ A current O & M plan is already on file the Department. The specific file number of the project is _____

14 Design Documents (Check Box if Complete)

☐ I have included design documents, including plans, specifications, drawings, reports, and calculations that are signed, dated, and sealed by an Arizona-registered professional engineer. The designer shall use good engineering judgment following engineering standards of practice, and rely on appropriate engineering methods, calculations, and guidance.

15 Certification Statement (To be completed by the applicant in item 3 above)

I, _____, certify that this Notice of Intent to Discharge and all attachments were prepared under my direction or authorization and all information is, to the best of my knowledge, true, accurate and complete. I also certify that the sewage collection system described in this form is or will be constructed, designed, and operated in accordance with terms and conditions of the Type 4.01 General Aquifer Protection Permit (A.A.C. R18-9-E301) and applicable requirements of Arizona Revised Statutes Title 49, Chapter 2, and Arizona Administrative Code Title 18, Chapter 9 regarding aquifer protection permits. I am aware that there are significant penalties for submitting false information including permit revocation as well as the possibility of fine and imprisonment for knowing violations.

Signature _____

Date _____

DEPARTMENT USE ONLY		DATE STAMP
File Number		
Fee Paid for this Project		
Check Total		